

# Tender

## **TENDER FOR THE PROPOSAL OF 132/11kV ESKOM LEACHES BAY SUBSTATION 40MVA CAPACITY UPGRADE**

at the

**East London Industrial Development Zone**

**CONTRACT NO: ES/24/ELEC/LEACHESBAY/ 40MVA/01**

**VOLUME A (2 of 2):**

## **TENDER FOR THE PROPOSAL OF 132/11kV ESKOM LEACHES BAY SUBSTATION 40MVA CAPACITY UPGRADE**

East London IDZ  
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Email: [anathi@elidz.co.za](mailto:anathi@elidz.co.za)

## ENVELOPE A

	<b>LIST OF RETURNABLE SCHEDULES (CHECKLIST)</b>	
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	Registration on Central Supplier Database (CSD) from National Treasury and MAAA	6
	Letter of Good Standing with Compensation Commissioner	7
	Declaration of Form of Offer and Acceptance to be signed	8-9
	Proof of company registration with CIDB in the required category	10
	Eskom approved vendor number confirming the service provider is an approved Eskom Contractor for Eskom Holdings SOC Ltd (Eastern Cape) & accredited ORHVS Level/Outcome 6(Including authorisation confirmation from Eskom)	11
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## LIST OF RETURNABLE DOCUMENTS

The Tenderer must complete the following returnable documents in all respect and provide all information as required.

	Checklist
<b>Part 1: Compulsory Submissions</b>	
Proof of company registration	
Registration on Central Supplier Database (CSD) from National Treasury and MAAA	
Letter of Good Standing with Compensation Commissioner	
Declaration of Form of Acceptance to be signed	
Proof of registration with CIDB in required category	
Eskom approved vendor number confirming the service provider is an approved Eskom Contractor for Eskom Holdings SOC Ltd (Eastern Cape).	
ORHVS Level/Outcome 6(Including authorisation confirmation from Eskom)	
ELIDZ Procurement Handbook	
Signed declaration in respect of local content	
Documents in respect of 30% SMME sub-contracting	
<b>Part 2: Submissions for Evaluation</b>	
Detailed breakdown of functionality points	
CV's of proposed key staff with certificates	
Relevant Company Experience (Reference Letters with form P06 filled in)	
Implementation Methodology	
Valid Tax Clearance Certificate /on-line pin number	
Valid original or certified copy of BBBEE Certificate	
Proof of registered office (Locality)	
Proof of Company Registration	
Form P01 Contractor General Information	
Form P02 Ownership Details	
Form P03 Contractor Facilities	
Form P04 Size of Enterprise and Current Workload	
Form P05 Staffing Profile	
Form P06 -1 Previous Experience	
Form P07 Record of Addenda to Tender Documents	

I, the authorised signatory hereby confirm that the Form of Offer has been completed in full and enclosed in envelope "B" and that no financial offers of any sort have been declared in envelope "A". I further understand that failure to attach the above mentioned documentation to the designated pages allocated will result in said document being deemed missing from the tender submission.

Signature of Tenderer : .....

Date : .....

## **PART 1**

### **1. COMPULSORY SUBMISSIONS**

**CONTRACT NO: ES/24/ELEC/LEACHESBAY/ 40MVA/01**

**TENDER FOR THE PROPOSAL OF 132/11kV ESKOM LEACHES BAY SUBSTATION  
40MVA CAPACITY UPGRADE**

***TENDERER TO ATTACH PROOF OF COMPANY  
REGISTRATION TO THIS PAGE***

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***TENDERER TO ATTACH PROOF OF CENTRAL  
SUPPLIER DATABASE REGISTRATION FROM  
NATIONAL TREASURY & MAAA TO THIS PAGE***

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***TENDERER TO ATTACH LETTER OF GOOD  
STANDING FROM COMPENSATION  
COMMISSIONER TO THIS PAGE***

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***SIGNED DECLARATION FORM OF ACCEPTANCE***

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### **Declaration Form of Offer and Acceptance**

The Tenderer must declare that the Form of Offer and Acceptance in Envelope B “Financial Proposal” is completed and signed. Failure to complete and sign the declaration will render the tender nonresponsive.

Tenderer: .....

Name of Representative: .....

Telephone number: .....

Fax number: .....

Designation: .....

I, the authorised signatory of the Tenderer, hereby declare that the Form of Offer and Acceptance in Envelope B “Financial Proposal” is completed and signed.

Signature of Tenderer : .....

Date : .....

***TENDERER TO ATTACH PROOF OF COMPANY  
REGISTRATION WITH CIDB IN THE REQUIRED  
CATEGORY TO THIS PAGE***

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***Eskom approved vendor number confirming the  
service provider is an approved Eskom  
Contractor for Eskom Holdings SOC Ltd (Eastern  
Cape) & accredited ORHVS Level/Outcome 6***

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***ELIDZ PROCUREMENT HANDBOOK***

***(Complete and sign)***

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***Signed declaration in respect of local content***  
***(Complete and sign)***

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## **Document 9: Signed Declaration in Respect of Local Content**

### **Declaration of National Treasury Designated Sectors Instruction No. 15 of 2016/2017 Stipulated Minimum Threshold of Conversion Processes for Local Production and Content for Steel Products in Components for Construction**

The Tenderer must declare that they have complied with the abovementioned requirements and completed Part C2.7: SBD 6.2 in Envelope B "Financial Proposal". Failure to complete and sign the declaration will render the tender non-responsive.

Tenderer:	
Name of Representative:	
Telephone number:	
Fax number:	
Designation:	

I, the authorised signatory of the Tenderer, hereby declare that Part C2.7: SBD 6.2 in Envelope B "Financial Proposal" is completed and signed.

<b>Name of Signatory</b>	<b>Capacity:</b>
<b>Signed on behalf of Tenderer:</b>	<b>Dated:</b>

*The rates of exchange quoted by the bidder in paragraph 4.1 of C2.7 of the Declaration Certificate will be verified for accuracy.*

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***Documents in respect of 30% SMME sub-  
contracting***

***(Complete and sign)***

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## Document 10: Documents in Respect of 30% SMME sub-contracting

**NB!**

Tenderers are required to submit with the tender, for each of the SMME sub-contractors, certified copies of valid B-BBEE certificates or sworn affidavits for EME's and QSE's confirming ownership and copies of CSD registration summary reports.

### 9.1 Contractor declaration with regards to 30% SMME Sub-contracting:

I / We tender the following SMME participation targets of:

Tender Amount Including VAT	<b>N/A</b>
SMME Value Including VAT	<b>N/A</b>
Percentage of SMME to Tender Amount <sup>(1)</sup>	

**Note (1):** Bidders that do not meet minimum SMME 30% subcontracting requirements will be deemed to be non-responsive and shall be disqualified.

<b>SIGNED FOR THE TENDERER:</b>	..... <b>NAME OF TENDERER</b>
..... <b>SIGNATURE: TENDERER</b>	..... <b>SIGNATURE: WITNESS 1</b>
NAME: .....	NAME: .....
CAPACITY: .....	..... <b>SIGNATURE: WITNESS 2</b>
DATE: .....	NAME: .....

## **PART 2**

### **2. SUBMISSIONS FOR FUNCTIONALITY EVALUATION**

**CONTRACT NO: ES/24/ELEC/LEACHESBAY/ 40MVA/01**

**TENDER FOR THE PROPOSAL OF 132/11kV ESKOM LEACHES BAY SUBSTATION  
40MVA CAPACITY UPGRADE**

## **2.1 DETAILED BREAKDOWN OF FUNCTIONALITY**

### **CRITERIA 1 – APPLICANT’S EXPERTISE AND RESOURCES**

#### **1.1 CV of Project Manager and Relevant Qualifications and Certifications**

#### **1.2 - CV of Engineer and Relevant Qualifications and Certifications**

#### **1.3 - CV of Technician and Relevant Qualifications and Certifications**

## **CRITERIA 2. APPLICANT'S EXPERTISE AND RESOURCES**

**Attached 3x Client References of similar projects carried out in the past 5 years (Form P06 to be completed for each project with an accompanied reference letter)**

## **CRITERIA 3 – METHODOLOGY STATEMENT**

### **3.1 Submit Methodology statement indicating how the project will be conducted.**

**3.1.1 132kV Transformer Bay installation complete with installation, wiring, testing and commission.**

**3.1.2 11 kV or higher Metal Clad Switchgear with VCB CB installation, retrofitting and testing and 11 kV or higher MV Cable works (pulling, laying, jointing, terminating, testing, etc.)**

**3.1.3 Eskom approved scheme Protection implementation installation, wiring, and testing Battery tripping unit with Lead Acid batteries, installation, wiring and testing.**

**3.1.4 High Voltage Substation building civil, protection of existing services excavations, oil holding dam, barricading/hording, construction method.**

## **CRITERIA 4. Health and Safety**

**4.1 Attach OHS Officer CV and proof of relevant SHE training.**

## **SUBMISSIONS FOR FUNCTIONALITY EVALUATION**

**CONTRACT NO: ES/24/ELEC/LEACHESBAY/ 40MVA/01**

**TENDER FOR THE PROPOSAL OF 132/11kV ESKOM LEACHES BAY SUBSTATION  
40MVA CAPACITY UPGRADE**

## **2.2. PROOF OF COMPANY REGISTRATION CERTIFICATES**



***TENDERER TO ATTACH ORIGINAL TAX  
CLEARANCE CERTIFICATE TO THIS PAGE***

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**OR**

**PROVIDE BELOW THE RELEVANT SARS ONLINE PIN CODE**

**SARS PIN CODE**\_\_\_\_\_

***TENDERER TO ATTACH ORIGINAL OR CERTIFIED  
COPY OF BBBEE VERIFICATION CERTIFICATE TO  
THIS PAGE***

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***TENDERER TO ATTACH CERTIFIED ELECTRICAL  
CONTRACTORS BOARD OF SOUTH AFRICA  
CERTIFICATE TO THIS PAGE***

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### **2.3. ADDITIONAL EVALUATION CRITERIA**

**CONTRACT NO: ES/24/ELEC/LEACHESBAY/ 40MVA/01**

**TENDER FOR THE PROPOSAL OF 132/11kV ESKOM LEACHES BAY SUBSTATION  
UPGRADE**

***FORM P01 : CONTRACTOR GENERAL  
INFORMATION***

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## 1.2.2 RETURNABLE SCHEDULES

### **FORM P01: CONTRACTOR GENERAL INFORMATION**

Name of tendering entity:	
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#### **Section 1 : Contact Details:**

Address:	
Tel No:	(       )
Fax No:	(       )
E-mail address:	

#### **Section 2 : Legal entity: (Mark with an X)**

Sole proprietor	
Partnership	
Close corporation	
Company (Pty) Ltd	
Joint Venture	

(In the case of a Joint Venture, provide details on joint venture members:)

Joint Venture member	Type of entity (as defined above)

**FORM P01: CONTRACTOR GENERAL INFORMATION (Cont.)**

**Section 3 : General Particulars**

**Income Tax reference number:** .....

(In the case of a joint venture, provide for all joint venture members.)

**VAT registration number:** .....

(In the case of a joint venture, provide for all joint venture members.)

**District Municipality in which the enterprise is registered:** .....

(In the case of a joint venture, provide for all joint venture members.)

**Registration number at Department of Labour:** .....

(In the case of a joint venture, provide for all joint venture members.)

**CIDB registration number:** .....

(In the case of a joint venture, provide for all joint venture members.)

**Company or close corporation registration number:** .....

(In the case of a joint venture, provide for all joint venture members.)

**For joint ventures the following must be attached:**

- Written power of attorney for authorised signatory
- Pro-forma of the joint venture agreement.
- The major partner to satisfy at least 40 percent of the turnover amount given in P04, and each other partner at least 25 percent of the amount.

**FORM P01: CONTRACTOR GENERAL INFORMATION (Cont.)****Section 4: Record in the service of the state**

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months



**FORM P01: CONTRACTOR GENERAL INFORMATION (Cont.)****Section 5: Record of spouses, children and parents in the service of the state**

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following:

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

**FORM P01: CONTRACTOR GENERAL INFORMATION (Cont.)**

The undersigned, who warrants that he / she is duly authorised to do so on behalf on the enterprise:

- i) authorises the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

**Name of Signatory:** .....

**Capacity:** .....

**Signed on behalf of Tenderer:** .....

**Dated:** .....

## ***FORM P02: OWNERSHIP DETAILS***

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**FORM P02: OWNERSHIP DETAILS**

Details of proprietor, partners, close corporation members, or company directors.

Name	ID number	Relevant qualifications and experience	Years of relevant experience

(in the case of a joint venture, provide for all joint venture members)

**Name of Signatory:** .....

**Capacity:** .....

**Signed on behalf of Tenderer:** .....

**Dated:** .....

## ***FORM P03: CONTRACTOR FACILITIES***

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**FORM P03: CONTRACTOR FACILITIES****Physical facilities:**

Provide information on offices, factories, yards and warehouses occupied by your enterprise. (Attach details if the space provided is not enough.) (List joint venture partner(s) separately if applicable.)

Description	Address	Area (m <sup>2</sup> )

**Name of Signatory:** .....

**Capacity:** .....

**Signed on behalf of Tenderer:** .....

**Dated:** .....

***FORM P04: SIZE OF ENTERPRISE AND CURRENT  
WORKLOAD***

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**FORM P04: SIZE OF ENTERPRISE AND CURRENT WORKLOAD**

What was your turnover in the previous financial year? .....

What is the estimated turnover for your current financial year? .....

List your current contracts and obligations:

Description	Value (R)	Start Date	Duration	Expected completion date

Do you have the capacity to supply the goods and services described in this tender should the contract be awarded to you? .....

**BANKING DETAILS:**

Bank: .....

Branch: .....

Account No.: .....

Branch Code: .....

Account Name: .....

**Name of Signatory:** .....

**Capacity:** .....

**Signed on behalf of Tenderer:** .....

**Dated:** .....



## ***FORM P05: STAFFING PROFILE***

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**FORM P05: STAFFING PROFILE**

Provide information on the staff that you have available to execute this contract. (Attach a separate list if the space provided is insufficient.) (List joint venture partner(s) separately if applicable.)

<b>Category (Project Manager, Admin, Technician, etc ) of Permanently employed staff:</b>	<b>Number of Staff</b>	<b>HDI Y/N</b>
<b>Category (Project Manager, Admin, Technician, etc ) of Temporary staff to be employed for the project:</b>	<b>Number of Staff</b>	<b>HDI Y/N</b>

Provide information on key staff you intend utilising on this contract, should it be awarded to you. (In the case of engineering construction projects key staff are defined as staff of foreman level and above).

<b>Name</b>	<b>Organisational position</b>	<b>Qualifications</b>	<b>Experience</b>	<b>HDI Y/N</b>

Name of Signatory: .....

Capacity: .....

Signed on behalf of Tenderer: .....

Dated: .....

Note: \*Category refers to the job designation of the person listed  
(eg. Project Manager, Admin, Technician, etc.)

***FORM P06: PREVIOUS RELEVANT EXPERIENCE  
WITH ATTACHED REFERENCE LETTERS***

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**FORM P06: PREVIOUS EXPERIENCE**

Provide the following information on **relevant** previous experience of the company (indicate specifically projects of similar or larger size, and/or which are similar with regard to type of work).

Description	Value (R) (VAT excl)	Year(s) executed	Reference		
			Name	Organisation	Tel. No.

Name of Signatory: .....

Capacity: .....

Signed on behalf of Tenderer: .....

Dated: .....

**Annexure P06 - 1**

**ELIDZ RFP –Details of previous similar work experience for 5 Projects  
(Include these forms, 1 for each project Reference)**

**PLEASE NOTE:**

- Similar work is determined by the contract period for \_\_\_\_\_  
\_\_\_\_\_ provided to a company.
- The referees are to complete the entire Annexure 2 (**Part A & Part B**).
- It is critical for the referees to include their signatures and company stamps in the spaces provided.
- It is critical for the referees to include their contact details to enable verification of the reference.
  - The ELIDZ will not give scores for incomplete forms.
- (0 - for poor services received, 2 – for satisfactory services received, 4- for good services received, 5 - for excellent services received)
- Copies of this annexure is to be provided to at least 3 referees for completion and then returned by the respondent / tenderer as part of the RFP submission.
- Copies of this annexure is to be provided to at least 3 referees for completion and then returned by the respondent / tenderer as part of the RFP submission.

**PART A**

<b><u>Biographical Information</u></b>	
Company name of Respondent /tenderer:	
Company name of client / referee:	
Nature of business of company of client /referee:	
Location / address of client / referee:	
Company stamp of client / referee:	

Client / referee: Representative	
Client / referee: Representative - Contact details:	Cell:  Landline:  Alternate Number:
Client / referee: Representative -Signature	
<b><u>Contract Information</u></b>	
Contract start date: date/month/year	
Contract end date: date/month/year	
How many employees does the company have for the work study completed	

## PART B

Referee to score the attributes listed in the below table.

Item	(0 - for poor services received, 2 – for satisfactory services received, 4- for good services received, 5 -for excellent services received)
A. Compliance with contract terms and conditions	
B. Overall rating of performance	
A + B = Average Total Score	

***FORM P07: RECORD OF ADDENDA TO TENDER  
DOCUMENTS***

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**FORM P07: RECORD OF ADDENDA TO TENDER DOCUMENTS**

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

**Name of Signatory:** .....

**Capacity:** .....

**Signed on behalf of Tenderer:**.....

**Dated:** .....